

TOWN OF LUNENBURG

Office of the Planning Board

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Gregory Bittner, Clerk
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Adam R. Burney
Land Use Director

Minutes
June 27, 2016

Meeting Posted: Yes

Place: Town Hall, 17 Main Street, Lunenburg, MA

Time: 6:30 PM

Present: Matthew Allison, Damon McQuaid, Gregory Bittner, David Prokowiew, Adam R. Burney

Absent: Kenneth Chenis

PUBLIC HEARING: Board Rules & Regulations for Special Permits and Site Plan Approval- (Hearing was taken out of order to allow any citizenry arrival for input. Hearing began at 6:55 PM.) The Clerk opened the Public Hearing with the reading of the statutory notice published in the Sentinel and Enterprise on June 13 and June 20, 2016. The Public Hearing was to discuss a revision to the Board Rules and Regulations for Special Permits and Site Plan Approval.

The draft document had been sent to local engineers, and Town Boards and Commissions for input/comments. A. Burney edited the document to incorporate those comments and those of Planning Board members.

There was Board discussion as to workshops vs meetings. A. Burney noted that workshops are “special meetings”, but still considered public meetings and must adhere to the Open Meeting Law.

There was also discussion as to the submission of “head on” (a view into the parcel from the street) photographs with the application, which would show the project’s relation to the street. The Board felt that any registered architect would prepare an appropriate submission.

D. McQuaid, Motion to approve the draft with changes as made, excluding the last page which is an administrative in-house document, Second, D. Prokowiew, discussion, M. Allison requested having the submittal checklist incorporated into the document. A. Burney noted that this should be an administrative in-house document. If it is incorporated into the document it would require the public hearing process for any change. **All aye to approve the draft with changes.**

Hearing closed 7:30 PM

MINUTES APPROVAL: All minutes signed.

6/13/16- Motion, D. McQuaid, Second, G. Bittner

234 Summer Street, 6/13/16- Motion, D. McQuaid, Second, D. Prokowiew

COMMITTEE REPORTS:

Stormwater Task Force- The Task Force is looking for input on how to maintain easements, basins, drainage structures, etc., once a road has received Town acceptance. Cleaning often requires a vacuum truck and the Town does not have one. There was discussion as to the Board altering its Rules and Regulations to move towards more LID (Low Impact Development) in Town.

Agricultural Commission- Farmers' Market continues. The AgCom will be sponsoring the July 25th Band Concert. Baked goods and a 50-50 Raffle will be available with proceeds going to the 4-H. Right-To-Farm signs (8) have been received and will be installed.

Building Reuse Committee- no report

Capital Planning Committee- no report

School Building Committee- Tours of the new school are available. Details are on the school's website.

Green Community Task Force (GCTF)- no report

MJTC- no report

MRPC- no report

Open Space Ad Hoc Committee- no report

DEVELOPMENT STATUS REPORTS: no updates

DIRECTOR'S ITEMS:

294 Chase Road (Lanni Orchards); Proposed APR Acquisition- The Board of Selectmen requested input as to the Commonwealth's intent to offer to purchase an Agricultural Preservation Restriction (APR) on the subject property. Board members supported the proposed purchase. **D. McQuaid, Motion to support the acquisition of Lanni Orchards 294 Chase Road, for agricultural preservation, Second, D. Prokowiew,** discussion, A. Burney wanted to make sure the Board didn't see the acquisition of that property as a detriment to any commercial/industrial expansion on Chase Road. **All aye to support the acquisition.**

234 Summer Street; Endorse Decision- Board endorsed Decision. Decision will be filed with the Town Clerk and filed at the Registry of Deeds.

Highfield Village; Board Discussion- A. Burney presented a draft memorandum for the Zoning Board of Appeals July 13th Hearing for Highfield Village. He also requested input from both the Open Space Committee and Conservation Commission. He anticipates that the Commission may send its own letter as it is an agenda item for the Commission's June 29th meeting. **D. McQuaid, Motion to approve the letter dated June 27, 2016 to be sent to the Zoning Board of Appeals, Second, D. Prokowiew, all aye.** Letter will be finalized, provided to the Conservation Commission for its June 29th meeting, and provided to the Zoning Board of Appeals for its July 13th Hearing.

Board Goals- Past draft goals will be electronically provided to the Board.

MEETING SCHEDULE:

July 25- Hearing for zoning articles for STM (special town meeting)

August 8- 7 PM, Special Town Meeting

August 22- Highfield Village (cont'd)

BOARD COMMENT/CONCERNS:

There was Board discussion as to any zoning articles that would be submitted at STM. Two articles will cover Scrivener Errors. Board consensus was that the Whalom Overlay District is “not working” and is more of a hindrance than a help. D. McQuaid opined that the main goal of the Overlay was to develop the Whalom Park site and that has been accomplished. **D. McQuaid, made Motion to bring an article to STM to strike the Whalom Overlay District pending a better use for the area, Second, G. Bittner, all aye.**

ADJOURNMENT: 8:16 PM

Documents used at meeting:

Minutes 06/13/16

234 Summer Street, Minutes 06/13/16

234 Summer Street, Decision

294 Chase Road, APR Acquisition Application

DRAFT Board Rules & Regulations for Special Permits and Site Plan Approval

DRAFT Memo re Highfield Village Special Permit Dimensional Variation Application